

Minutes of the Paul Memorial Library Trustee Meeting of June 10, 2014

Attending were: Kim Crisp, Lisa Cloyd, Win Fream, Lee Woodworth, guest appearance by Erik Mikkelsen

Meeting called to order at 6:35 pm.

1. Minutes from the May 5 Trustee meeting were accepted.
2. Treasurers Report:
 - We have 12,003.00 in the general fund.
 - The gift fund has 4339.00 , many contributions have come in from the Dr. Hackett fund.
3. Pam was not available for this meeting so no directors report. It will be attached.
4. A discussion took place about summer hours vs. fall hours and how to better meet our patrons' needs. Several ideas are being considered.
5. Erik came to the meeting at 7:00 to discuss the shed, it will get a plaque and a shelf for the hoses.
 - He brought receipts for reimbursements but there are a few missing. He will get two checks from Win. Erik will also make a complete expense list for the project.
 - A couple of additional forms need to be completed for the Scouts.
6. A motion was made to have Brian Tarnowski build the shelves, cabinets, and table. It was voted and approved by the trustees. His total estimate was 5950.00.
 - Funds from Dr. Hackett's memorial fund will be used for the project, it was voted and approved to spend \$1700.00 or more from this fund.
 - Additional money will be used from our gift account, and the remainder will be requested from the Friends, roughly \$2000.00.
7. A motion made to hire Exeter River Electrical system to update the electrical system for the computer desk and projector mounting. We will ask Pam to call him first. A little more work needs to be done to get the projector set up for optimal future use. His estimate was 835.00.

Meeting was adjourned at 7:30 pm.

Respectfully submitted,

Lisa Cloyd

Secretary

Paul Memorial Library Board of Trustees

Director's Report for May 2014

New and Important

- ❖ Staffing - looks like Shanon Douglass will be joining us again this summer. She is just getting back from college this week and I will meet with her to compare schedules.
- ❖ I am recommending that we close on Mondays for the months of July and August. These have been increasingly slower this year; often we are only serving 5-6 patrons. Cost savings will help us with revised future staffing. I am looking at our usage figures to see how we can change our schedule starting in the fall. Mornings are slow and we may benefit from shifting to later opening times and thus staying open later in the afternoons. We could also save on air conditioning costs.
- ❖ Chief Reed has arranged a Risk Management Seminar on Tuesday, June 24 from 10:00 to 12 pm given by our town insurance company - I will be attending, anyone interested?
- ❖ How should we connect with our new selectman? It would great to give him some introduction to the library - I am happy to invite him over for a tour if that is ok - or would you prefer to have come to a Trustee meeting?

Library Building/Grounds

- ❖ More progress on the basement - craft supplies organized, light bulbs changed, old chairs removed
- ❖ Wonderland Thrift store will pick up the two large tables when legs have been removed
- ❖ Shed completed on May 24th! A picture has been posted to the website - thank you to Win for taking charge of the project (nothing short of a minor miracle)
- ❖ More lilacs have been ordered from the Governor's Council
- ❖ Weeding and mulching completed - thank to Kim!
- ❖ PSNH was here on May 23 to do a lighting assessment for us - they surveyed all of the lights, were given a sample bill and they will send us a report on what we can do to save energy - it looks like a typical bill runs us over \$150

Upcoming Events:

Friday, June 20th - Family Movie Night at 7:00 pm - "The Lego Movie"

Tuesday, June 24th - Summer Reading Kickoff at 7:00 pm at Town Hall - Linda Peck

Regular programming starts on Thursday, July 10 through August 7th

Saturday, June 28th - Newfields 5K Race - volunteers are needed if you are interested, sign up on VolunteerSpot site - link in on our library website

Wednesday, August 13 - "College Costs, Financial Aid & Savings Options" at 7:00 pm, a free seminar from the New Hampshire Higher Education Assistance Foundation

Book Clubs

The Afternoon Book Club met on Wednesday, May 14th to discuss "The Housekeeper and the Professor", 7 members attended. The Evening Book Club met on Monday, May 19th to discuss the same book, 5 members attended.

Friends of the Library

Road Race is Saturday, June 28th. Friends will receive all of the proceeds this year - the Swim Team is not involved. Board meeting tomorrow night (June 11) - they may vote to decide how to spend proceeds from their direct mail campaign. I have provided them with both quotes and a breakdown of Brian's quote for the three different areas. Kim may attend as well.

Summer Reading

Two grades from NES visited the library on June 5th to hear about Summer Reading and the theme this year - Fizz, Boom, Read! (Science). Since it was raining, I went to the school to talk to the other grades. Always an enjoyable experience!

We are having a total of four presentations throughout the summer. Doing this last year almost doubled our numbers from 2012. Two are funded through grants, one from the Friends, and we are funding the fourth (Steve Blunt with Rock-It Science Singalong) for \$225 - a block booking price because he is the area.

Connecting with Other Libraries

I attended the New Hampshire Small Libraries Summit on May 9th and the New Hampshire Trustees Association meeting on May 19th. I will attend the Seacoast Cooperative meeting on June 20th and the Risk Management seminar (Newfields) on June 24th.

Attendance at Events in May

Babies and Toddlers - 32C/30A

Preschool Story Time - 24C/19A

Lego Club - 28

Movie Night - 16

Book Groups - 12

Memorial Day Celebration Crafts - 20

TOTAL = 181

Library Statistics for May

Total number of people through the door:458

Total number of patrons using the library:227

Total number of items circulated this month:773

Number of new patrons:13

Respectfully submitted,

Pam Burch